



PURCHASING DIVISION (GSD)
(Hand Deliver Only) 1100 S. Saint Francis Drive,
Room 2016, Santa Fe, New Mexico 87505
(Mail Only) PO Box 6850
Santa Fe, New Mexico 87502-6850
(505) 827-0472

BIDDER:

Name:
Address:

Phone:
Fax:
E-mail:

PROJECT:

New Mexico State Police District 7
Headquarters, Espanola, NM

ARCHITECT/ENGINEER OF RECORD

The Hartman + Majewski Design Group
120 Vassar SE #100
Albuquerque, New Mexico 87107
Phone: (505) 242-6880
Fax: (505) 242-6881

OWNER/POINT OF CONTACT:

Ian G. Schultz, Project Manager
General Services Department
Facilities Management Division
2542 Cerrillos Road
Santa Fe, New Mexico 87502
Phone: (505) 819-8963
Email: Ian.Schultz@state.nm.us

**INVITATION TO BID
CONSTRUCTION CONTRACT**

BID NUMBER: 70-350-16-06973

Sealed bid opening FORMAL
NM STATE PURCHASING DIVISION

DATE: Friday, September 30, 2016
TIME: 2:00pm

Procurement Specialist: Britney Christiansen
Contact Number: (505) 827-1932

IMPORTANT

FOR MAILED-IN BIDS: bids must be submitted in a sealed envelope with the bid number and opening date clearly indicated on the bottom left hand side of the front of the envelope.

FOR ELECTRONICALLY UPLOADED BIDS: such bids will be time-stamped in the system when Bidder clicks "OK" after "Review and Submit." You will receive a confirmation email of the submission for your records. Such electronic submissions will be considered sealed bids in conformance with statute. To register as a Supplier with the State of New Mexico, or to log in if already registered go to:
<https://suppliers.sciquest.com/StateOfNewMexico>

SEALED BIDS WILL BE RECEIVED UNTIL THE ABOVE-SPECIFIED DATE AND LOCAL TIME, THEN PUBLICLY OPENED AT THE NEW MEXICO STATE PURCHASING DIVISION BID ROOM AND READ ALOUD. HAND DELIVER OR MAIL BIDS TO THE STATE PURCHASING DIVISION, JOSEPH M. MONTOYA BLDG. AT THE ADDRESSES STATED IN THE ABOVE LETTERHEAD.

THIS BID IS SUBJECT TO THE REQUIREMENTS OF THE BIDDING DOCUMENTS AS DEFINED IN THE "INSTRUCTIONS TO BIDDERS."

THE BID PROPOSAL FORM MUST BE ACCOMPANIED BY A SURETY BOND, SUBCONTRACTOR LISTING FORM, AND DOCUMENTS SPECIFIED IN THE "INSTRUCTIONS TO BIDDERS."

PLEASE NOTE: HAND DELIVER OR MAIL BIDS TO THE STATE PURCHASING DIVISION, JOSEPH M. MONTOYA BLDG. AT THE ADDRESSES STATED IN THE ABOVE LETTERHEAD.

This mailing contains four pages

INVITATION TO BID page 2

Bidding Documents: Bidding documents, plans, specifications, drawings etc. may be obtained at Academy Reprographics upon payment of **\$100.00** for each complete set. CHECKS SHOULD BE MADE PAYABLE TO **Facilities Management Division, State of New Mexico**. Incomplete sets will not be issued. The successful Bidder will receive refund of his deposit, and any unsuccessful Bidder who returns the Bidding Documents in good and complete condition within fifteen (15) days of the Bid Opening will also receive refund of this deposit. No deposits will be returned after the fifteen-day period. A compact disk containing Bidding documents, specifications, drawings, etc. may be purchased for a fee of fifty dollars (\$50.00), not refundable, from Academy Reprographics.

Bidding Documents may be obtained / reviewed at the following locations:

ARCHITECT/ENGINEER OF RECORD

The Hartman + Majewski Design Group
120 Vassar SE #100
Albuquerque, New Mexico 87107
Phone: (505) 242-6880

Academy reprographics
8900 San Mateo Blvd. NE
Albuquerque, NM 87113
(505) 821-6666
<http://acadrepro.com/>

Builder's News and Plan Room
3425 Princeton Dr. NE
Albuquerque, NM 87107
(505) 884-1752
www.buildersplanroom.com

Construction Reporter
1609 Second St. NW
Albuquerque, NM 87102
(505) 243-9793
www.constructionreporter.com

The Bidding Documents contain a time for completion of the work and further impose liquidated damages for failure to complete the work within that time period.

Bids shall be presented in the form of a total Base Bid proposal under a Lump Sum Contract plus any additive or deductive alternates that are selected by the Owner. A bid must be submitted on all bid items and alternates; segregated bids will not be accepted.

NOTE: Base Bid price shall not include state gross receipts or local options taxes. Taxes will be included in the Contracted Amount at prevailing rates as a separate item to be paid by Owner.

In submitting this bid, each Bidder must satisfy all terms and conditions of the Bidding Documents. No Bidder may withdraw his bid for **120 DAYS** after the actual date of the opening thereof.

Wage Rates & Workforce Solutions Registration: Pursuant to the Public Works Minimum Wage Act, Section 13-4-10 to 13-4-17 NMSA 1978, all work covered by this Invitation to Bid shall be in accordance with applicable state laws and, if the bid amount is sixty thousand dollars (\$60,000) or more, is subject to the minimum wage rate determination issued by the New Mexico Department of Workforce Solutions, Labor Relations Division, Public Works Unit. Section 13-4-13.1 *requires* Contractors when their bid is over \$60,000 and subcontractors of all tiers when their portion of the work is over \$60,000, to be registered with the Labor Relations Division of the Department of Workforce Solutions. This registration is available under the "Contractor Registration" section at the following website:

INVITATION TO BID page 3

<http://www.dws.state.nm.us/LaborRelations/LaborInformation/PublicWorks>

There may be some administrative delay in processing your registration. Pursuant to Section 13-4-13.1 NMSA 1978, the State Purchasing Division **cannot accept your bid if you are not registered at the time of bid opening.**

Please direct all questions concerning registration to DWS at (505) 841-4400.

A completed Subcontractor Listing Form must accompany each bid.

Bonds: Bid Security in the form of a surety bond executed by a surety company authorized to do business in the state of New Mexico in the amount of five percent (**5%**) of the total bid, or the equivalent in cash by means of a cashier's check or in a form satisfactory to the Owner, must accompany each bid in accordance with the Instructions to Bidders.

A 100% Performance Bond and a 100% Payment and Materials Bond for the total contract amount, including appropriate New Mexico Gross Receipts Tax, executed by a surety company authorized to do business in the state of New Mexico shall be required from the successful Bidder prior to award of contract. A subcontractor shall provide performance and payment bonds if the subcontractor's contract (to the Contractor) for work to be performed is \$125,000 or more. Failure of a subcontractor to provide the required bonds shall not subject owner to any increase in cost due to approved substitution of subcontractor.

Pay Equity Reporting Requirements: Pay Equity Form PE10-249 must accompany each bid unless the bidder is exempt. If exempt, the bidder must check the appropriate box on the Bid Form which identifies the reason for the exemption. Please go to the following website for complete instructions and forms necessary to meet these requirements:

http://www.generalservices.state.nm.us/statepurchasing/Pay_Equity.aspx

The Owner intends to award this Project to the lowest responsible Bidder. The Owner reserves the right to reject any and all bids, to waive technical irregularities, and to award the contract to the Bidder whose bid it deems to be in the best interest of the Owner.

Preferences: Applicants for in-state / veteran preferences for all resident businesses, veterans, and contractors will have to obtain preference numbers from the New Mexico Department of Taxation & Revenue. ***Vendor must submit a copy of their preference certificate with each solicitation in order to receive the preference.*** Applications are available for download at the following website:

<http://www.tax.newmexico.gov/Businesses/in-state-veteran-preference-certification.aspx>

Attention of the Bidder who normally qualifies for a preference is particularly directed to the provisions of Sections 13-4-1 through 13-4-4 NMSA 1978 as they shall not apply to federal aid construction projects or when the expenditure of federal funds designated for a specific contract is involved. All contracts executed in violation of this act shall be void and of no effect.

INVITATION TO BID page 4

A Mandatory Two Part Pre-Bid Meeting will be held as follows:

DATE: September 13, 2016

Part One

TIME: 9:00 a.m.

**LOCATION: 2542 Cerrillos Rd.
(Bldg. T-187, Southeast of State Library east of Camino Carlos Rey)
Santa Fe, NM**

Part Two (Project Site Meeting)

TIME: 10:30 a.m.

**LOCATION: 1410 N. Paseo De Oate (Corner of Paseo De Oate U.S. 84/285 and Santa Clara
Peak Rd., State Rd 565), Espanola, NM**

**POINT OF CONTACT: Ian G. Schultz, Project Manager
Phone: (505) 819-8963
Email: Ian.Schultz@state.nm.us**

END OF INVITATION TO BID